

PART 1922 – APPRAISAL

SUBPART C – Appraisal of Single Family Residential Property

1922.101 - General

This instruction supplements RD Instruction 1922-C to determine the appraisal process and to assist in the orderly processing of Single Family Housing contracting appraisal requests.

1922.102 (2) (iii) Types of Appraisals

For "as improved" appraisals, Area Directors (AD), Assistant Area Directors (AAD) and Rural Development Managers (RDM), or Loan Specialists (LS) will inspect the proposed SFH dwelling and establish an itemized list of repairs along with the cost to repair before requesting the appraisal. On a case by case basis, assistance in preparing the repair list is available from the State Office.

1922.103 (a) Contract Appraiser

All contractors performing appraisals for direct loans or servicing transactions under \$250,000 must be a North Dakota State Licensed Appraiser or a North Dakota State Certified General Appraiser. For transactions over \$250,000, the appraiser must be North Dakota Certified General.

1922.103 (b) Rural Development Employees

Rural Development employees who have been determined qualified by the State Director may perform appraisals on direct loans or servicing transactions.

Rural Development employees who perform single family housing appraisals are authorized to develop the loan or transaction package; however, they may not approve the loan or transaction.

1922.111 (a) Abbreviated appraisal

Abbreviated appraisals will not be completed in North Dakota.

Exhibit C Part II B Preparation of Procurement Request

All Area Directors, Assistant Area Directors and Rural Development Managers are responsible for development, requesting and delivery of appraisals needed.

North Dakota Instruction 1922-C

To initiate the appraisal request, the respective Area Director, Assistant Area Director or Rural Development Manager will analyze the need for the appraisal and complete Form RD 1955-62, "Request for Contract Services for Custodial/Inventory Property or Program Services" along with Exhibit A of this Instruction.

A Statement of Work (SOW), Exhibit B, of this instruction does not need to be submitted by the Area Director, Assistant Area Director or Rural Development Manager requesting the appraisal. It will be included by the Contract Program Manager (CPM) in the solicitation packet. The Area Director or Rural Development Manager ordering the appraisal must indicate any modifications to the SOW at the time of the procurement request on Form RD 1955-62. The Area Director, Assistant Area Director or Rural Development Manager will be notified of modifications to the SOW due to negotiations in awarding the contract.

A Source List does not need to be submitted by the Area Director, Assistant Area Director or Rural Development Manager requesting the appraisal. A Source List will be maintained by the Contract Program Manager. If necessary, the Contract Program Manager may request assistance to obtain a contractor when adequate sources are not available..

In addition to USDA-Rural Development, the request will list all possible users of the report such as leveraged lenders, the secondary market, North Dakota Housing Finance Agency, etc. This will be conveyed to the appraiser to assist in meeting the Uniform Standards of Professional Appraisal Practice (USPAP).

Requests for appraisal services must be combined to the maximum extent possible. This will minimize multiple contracts.

All requests for appraisals will be sent to the State Office, Attention: Rural Housing Program Director

Attachments: Exhibit A
Exhibit B

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